



Public Works Department
One Twin Pines Lane, Suite 385
Contact: Gilbert Yau, Senior Civil Engineer
(650) 595-7467

Dear Property Owners and Tenants:

Subject: Important Information and Notice of Public Meeting Regarding the Undergrounding of Overhead PG&E Power Lines

At a public hearing, the City of Belmont approved the creation of an underground utility district in the neighborhood where your property is located. This means that existing overhead lines in this district will be removed and an underground system will be installed. PG&E or its contract crews will soon begin construction of the new underground electric system. Because transformers will no longer be on poles, the new system will use pad-mounted transformers on the ground. Perhaps you have seen these green boxes on concrete pads in other neighborhoods or parks. They are usually under three feet tall and very low profile. However, in commercial areas, sometimes larger transformers may be necessary to provide adequate service. Attempts will be made to place transformers and other PG&E subsurface substructures within the municipal right of way.

PG&E or its crews will leave an informational door hanger approximately one week prior to performing work on your property. The crew foreman or contractor's name and phone number will be noted should you have any questions. The crews will also provide the trench and conduit for PG&E (and possibly AT&T and Comcast) to those properties within the underground district boundary. PG&E's contract electrician will perform the necessary electrical work to re-feed your existing electric meter panel with the new underground cable. The cost of this is covered by PG&E. Prior to beginning the work, PG&E's contract electricians will leave a door hanger on your property indicating their name and phone number in case you have questions. **If you are a property owner, please sign and return the attached Permission-to-Enter so PG&E can access your property to perform the work. A stamped envelope with City's address is also attached.**

Starting from July 23rd, 2015 a City of Belmont Electrical Inspector will be inspecting your main electrical service equipment for any deficiencies or non-complying conditions. Any pre-existing electrical violations or hazardous conditions identified in the course of that inspection must be corrected. The owners will be notified, and they can hire their own electrician to correct the violations. These corrections will be at the property owners' expense.

Please make sure that there is three feet of clear working space (including vegetation) in front of the existing electric meter panel. If, during construction, there is vegetation in the required three foot working space in front of the existing electric meter panel or the new pull can location, it will be removed and will not be replaced. The pull can is a box that may be installed on your house or building that will be the termination point for the new underground wires. Additionally, any existing gates with locks or keyways that do not meet PG&E's specifications must be replaced with locks provided by PG&E, or the keyway will need to be re-keyed at the property owner's expense to ensure PG&E has necessary access.

We are dedicated to working with you on this important project. **A public meeting will be held on July 22, 2015 at 6:30pm where we can further explain the technical nature of this work. The location of this meeting will be held at the Belmont City Hall, One Twin Pines Lane, second floor, EOC Room.** When the job is complete, we're certain you will be pleased with the results. If you have further questions, you can also contact PG&E's Project Manager, Brenda Carretero, at 408-463-7602. Additional information related to the project can be found in the following link: <http://www.belmont.gov/city-hall/public-works/utilities-undergrounding-program>